

TOWN OF PROVINCETOWN
DEPARTMENT OF MUNICIPAL FINANCE - ASSESSORS' OFFICE

260 Commercial Street, Provincetown, MA 02657
Telephone (508) 487-7017 Fax (508) 487-9560

Minutes of the
BOARD OF ASSESSORS MEETING
Town Hall, Wednesday, July 21, 2004

CALL TO ORDER: The meeting was called to order at 9:03 AM by Chairperson Jack Kosko.

MEMBERS PRESENT: Mr. Kosko, Ms. Pam Parmakian, Mr. Greg Muse, Mr. David Nicolau

MEMBERS ABSENT: Ms. Leslie Parsons

OTHERS PRESENT: Mr. Richard Faust, Asst. Assessor;
Mr. Doug Allen, Assessor's Clerk

MINUTES:
Ms. Pam Parmakian made a motion to accept the minutes as written, dated February 18, 2004. Mr. Muse seconded the motion. The motion carried by a vote of 4-0.

PUBLIC STATEMENTS:
There were no public statements.

DEPARTMENT UPDATE:

Personnel Issues:

Mr. Bruce Miller, former Municipal Finance Director, accepted a position with the Town of Plymouth as of July 21, 2004.

Mr. Dana Faris, former Chief Assessor, has been reassigned to the DPW as Financial Administrative Coordinator. Candidates are currently being considered for the open position of Chief Assessor.

Mr. Allen is returning to full-time status as Police Dispatcher on Monday, July 26, 2004. Two candidates are currently being considered for the open position of Assessor's Clerk.

EXEMPTIONS/ABATEMENTS:

Affordable Housing:

Mr. Faust reported that former Community Development Manager Mark Latour reviewed all affordable housing applicants and applications prior to his departure.

Mr. Nicolau requested that future exemption summary sheets include the applicant's actual address rather than map and parcel numbers. The recommendation was unanimously agreed to by the Board of Assessors.

Ms. Parmakian moved and Mr. Nicolau seconded a motion to accept the list of applicants for affordable housing exemptions as they read. The motion carried by a vote of 4-0.

Personal Property Abatements:

Mr. Faust reported that the bulk of applicants claiming overvaluation was due to the fact that the Form Of Lists received and entered into the Assessor's Office database were not processed through the billing system and therefore adjustments were not reflected in the tax bills mailed on June 19, 2004.

After discussion, Mr. Kosko moved that the Haseltine personal property application be denied until the property could be reevaluated and inspected, and that all other applications be accepted. Mr. Muse seconded the motion which carried by a vote of 4-0.

COUNTY/CAPE COD COMMISSION TAXES:

As required by Town Meeting, Mr. Kosko moved to accept and sign invoices appropriating \$150,371.00 (\$76,280.00 and \$74,091.00 respectively) to the County Treasurer/Cape Cod Commission. Mr. Nicolau seconded the motion which carried by a vote of 4-0.

ATB CASE/13 MERMAID AVENUE:

Property owners of 13 Mermaid Avenue requested the ATB to review their request for a property value reduction from \$742,000.00 to \$450,000.00.

Mr. Kosko moved that the Board of Assessors recommend a valuation on the property in the amount of \$675,000.00. Motion seconded by Mr. Nicolau which carried by a vote of 4-0.

DOR CERTIFICATION CLASS:

Mr. Muse will be attending six weekly classes commencing on Thursday, October 14, 2004.

NEXT MEETING DATE:

Wednesday, August 11, 2004 at 9:00 a.m.

Ms. Parmakian asked Mr. Faust to forward a list of real property abatement requests along with the August meeting agenda to give Board members the opportunity to pre-review applications.

-

ADJOURNMENT:

There being no further business to come before the Board, Mr. Kosko moved to adjourn the meeting at 9:40 a.m. The meeting was adjourned.

Respectfully submitted,

Richard Faust, Acting Principal Assessor

-
-